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MINUTES

The Town of Manteo Board of Commissioners held their Regular November 2, 2022 meeting at 6:30 p.m. at 407 Budleigh Street, Manteo, NC.

The following members were present:

- Mayor Bobby Owens
- Mayor Pro-Tem Betty Selby
- Commissioner Tod Clissold
- Commissioner Eddie Mann
- Commissioner Sherry Wickstrom
- Commissioner Ruth Stetson
- Commissioner Darrell Collins

The following members were absent:

Also present at the meeting were:

- Town Manager Melissa Dickerson
- Town Attorney Ben Gallop
- Town Clerk Jamie Whitley

Mayor Owens called the meeting to order at 6:28 p.m. followed by a moment of silent meditation and the Pledge of Allegiance.

SUBJECT: Adoption of Agenda as presented or amended

MOTION: A motion was made by Commissioner Collins and seconded by Mayor Pro-Tem Selby to adopt the agenda as presented and was approved by the following vote: Ayes: Mayor Pro-Tem Selby, Commissioners Mann, Stetson, Clissold, Collins, and Wickstrom. Nays: None. Absent: None. **Motion carried unanimously.**

SUBJECT: Employee Introduction

Town Manager Melissa Dickerson informed the Board that we have a new K-9 Officer, however, he is not on duty tonight. We do have a new K-9 Officer that will be coming to meet the Board soon.

SUBJECT: Adoption of the items on the Consent Agenda as presented or amended

MOTION: A motion was made by Commissioner Collins and seconded by Commissioner Wickstrom to approve the Consent Agenda with the following items: Regular October 5, 2022 minutes and Recessed October 19, 2022 minutes and was approved by the following vote: Ayes: Mayor Pro-Tem Selby, Commissioners Mann, Stetson, Clissold, Collins, and Wickstrom. Nays: None. Absent: None. **Motion carried unanimously.**

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PUBLIC COMMENTS

Members of the public are invited to address the Board of Commissioners on any topic. Public Comment is not intended to require the Board to answer any impromptu questions or to take any action on items brought up during the public comment period. Speakers will address all the comments to the Board as a whole and not one individual Commissioner. Discussions between speakers and members of the audience will not be allowed. Time limits are 3 minutes per person or 5 minutes per group. Please identify yourself and your location so that your statements can be recorded.

No one wished to address the Board.

QUASI-JUDICIAL HEARING

SUBJECT: Salt Meadow Landing Special Use Permit Application (Continued from August 3, 2022, September 7, 2022, and October 5, 2022) **It is expected that this hearing will be continued to a later date. **

Manager Dickerson reminded the Board that they decided, at the last meeting, to keep this on the agenda until they could find a time suitable for the applicant and the neighbor group. We believe that we have settled on a time for December 7th at 1 pm to resume the hearing.

MOTION: A motion was made by Commissioner Mann and seconded by Commissioner Wickstrom to continue the quasi-judicial hearing until December 7th at 1:00 p.m. and was approved by the following vote: Ayes: Mayor Pro-Tem Selby, Commissioners Mann, Stetson, Clissold, Collins, and Wickstrom. Nays: None. Absent: None. **Motion carried unanimously.**

NEW BUSINESS

SUBJECT: Consideration of Mid-Year Bonus

This is the annual bonus that the Board provides to staff at the time of the holidays. If the Board approves the bonus, we can get it in the hands of staff so they can plan accordingly for the holiday season. In previous years, staff received 350 dollars per staff member.

Commissioner Mann asked if there is enough in the budget to increase the bonus to \$400. He suggested that with the rising cost of everything between last year and this year, that we should make it an even \$400.

Manager Dickerson got confirmation from the Finance Director that there is enough money in the budget to increase the bonuses to \$400.

MOTION: A motion was made by Commissioner Mann and seconded by Commissioner Collins to give the employees \$400 each for their mid-year bonus and was approved by the following vote: Ayes: Mayor Pro-Tem Selby, Commissioners Mann, Stetson, Clissold, Collins, and Wickstrom. Nays: None. Absent: None. **Motion carried unanimously.**

SUBJECT: Consideration of Extension Agreement for Cartwright Park

This extension agreement has been in the works for quite some time. Town Manager Dickerson was so happy to announce that we are finally at this point. The existing lease for Cartwright Park expires in March of 2023. We worked with Attorney Robert Hobbs and the Town Attorney to get this extension in order. She has been in contact with Bishop Monroe, who will be the signer for the AME Zion Church. She offered to travel to him to get his signature, however, they are in the middle of their annual conference. This morning, she received a phone call that he would like to come to visit us. She sent an email to the Board earlier today informing them that he would like to come and sign his part of the extension agreement on December 5th at 11:00 a.m. He would like to take a little tour of the park. She asked him to please, if he had time, plan to stay so we could have some nourishment and fellowship. We could provide lunch and have a gathering kind of setting. She asked the Board to pencil that on their calendars.

MOTION: A motion was made by Mayor Pro-Tem Selby and seconded by Commissioner Clissold to approve the Extension Agreement for Cartwright Park and was approved by the following vote: Ayes: Mayor Pro-Tem Selby, Commissioners Mann, Stetson, Clissold, Collins, and Wickstrom. Nays: None. Absent: None. **Motion carried unanimously.**

Commissioner Collins asked once the lease is done, can we move forward with the improvements to Cartwright Park?

Manager Dickerson replied yes, we have money scheduled for professional services.

MAYOR'S/COMMISSIONERS COMMENTS

Mayor Pro-Tem Selby: She is glad that we are moving forward with Cartwright Park. She is glad that the Bishop is willing to sign the extension. She thinks that this will be an enhancement to our community and to our town. She thanked the town staff and Town Clerk Jamie Whitley and Town Manager Melissa Dickerson, who were involved in tracking down the Bishop.

Commissioner Collins: He agreed with Mayor Pro-Tem Selby. He wanted to thank everyone involved with getting this lease extension. He thanked Town Attorney Ben Gallop.

Attorney Gallop informed the Board that Attorney Robert Hobbs did the work and he will pass on the Board's thanks to him.

Commissioner Clissold: He was excited as that as well about Cartwright Park. He has attended events at Cartwright Park and it will be a nice benefit to that area. He thinks a lot of people will be excited. He knows that the Town has worked hard in getting this done. He commended Public Works and everybody else who put the Halloween event together. Every time he goes to it, it blows his mind because it's a huge project and everybody, pretty much, is volunteering. When he shows up at 7:30 the next morning, it looks like nothing's happened. He commends everybody

who pitched in and got it done. We are going to have a problem because everybody wants to come to Manteo. It's amazing how many children and parents come and they dress up and participate and get involved. It's a great feeling. This town has come so far and it just keeps getting better and better. He thinks as Commissioners they should keep a thumb on it and make sure it's done correctly and safely with the help of the staff. He is looking forward to it continuing.

Commissioner Wickstrom: She agreed with Commissioner Clissold. She thinks she ran out of 300 candy bars at 7:10. It was a very busy Monday night for Halloween. They had the best costumes that she had ever seen. People concentrated on doing the best kind of costumes together as families. She reminded everyone of the Fall Litter Pick-Up on behalf of Sarah Benson. It will be held Saturday, November 19th at 9 00 a.m. There will be donuts and coffee at 8:45 a.m. at the Roanoke Island Maritime Museum. That is where everyone will meet. This is a long-time event and it'll take a couple of hours to do the picking up. Barry and Sarah Benson work very closely together and other staff. It's a time to meet neighbors and get together as a community, too. She hopes everyone can come to the Fall Litter Pick-Up.

Commissioner Stetson: She is excited about Cartwright Park. She wanted to remind everyone that it's the holiday season coming up and our churches on Roanoke Island are going to be very active. There will be lots of great events coming up so if you are not part of a church body maybe now is the time to go, meet some people, and see what's out there because we have a really incredible faith community on this island that has sustained this community for hundreds of years. She said get out there and get together.

Commissioner Mann: He thanked Public Works and the Town. They put in a lot of hard work prior to Halloween cleaning up and they've done a really good job. He noticed them out on the causeway cleaning up parts and he wanted to thank them for all the hard work that they have put in lately and all year round. As for Halloween, he thinks we are growing so much that maybe next year we can expand to where the streets get shut down. He hates to say that but it's nice to know that people travel from Towns to come to our town for an epic Halloween or other holidays and events. We need to really showcase that. We've got a really special thing and he is proud of the town and the employees.

Mayor Owens: He agreed with Commissioner Mann. We have a wonderful Town and the proof is in the pudding. He agreed with Commissioner Clissold about riding around in the morning, if you see something in the street that night then the next morning it is not there. The streets are very clean and we are so blessed to have such a workforce including office staff. It amazes him to see employees working on Saturday but we have a dedicated group and we are very fortunate to live here. After looking around at what is going on all over this country, we are right here in this little hub not bothering anybody and growing like firecrackers. We are really on the move in the right type of way and he is very proud of the people the residents and the ones that are moving here. We want everybody to be a part of our system and get involved.

There being no further business to come before the Board or other persons to be heard, a motion was made by Commissioner Collins and seconded by Commissioner Mann to recess the meeting at 6:45 p.m. until November 16, 2022, at 5:00 p.m. The motion was approved by the following

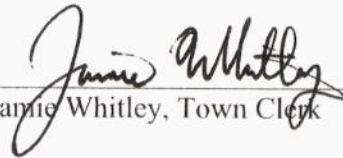
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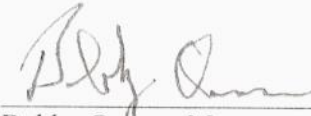
vote: Ayes: Mayor Pro-Tem Selby, Commissioners Mann, Stetson, Clissold, Collins, and Wickstrom. Nays: None. Absent: None. **Motion carried unanimously.**

This the 2nd day of November 2022.

ATTEST:



Jamie Whitley, Town Clerk



Bobby Owens, Mayor



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